

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

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In re: Collins et al.
Appl No.: 10/010,794
Filed: November 13, 2001
For: **LATERALLY ADJUSTABLE LOW PROFILE TRENCH-DIGGING MACHINE**

Confirmation No.: 5851

Box Missing Parts
Commissioner for Patents
Washington, DC 20231

**RESPONSE TO NOTICE TO
FILE MISSING PARTS OF APPLICATION**

Sir:

In response to the Notice to File Missing Parts of Application dated January 16, 2002, enclosed are the following:

- ☒ Part 2 of Formalities Letter or Form PTO-1533
(Notice to File Missing Parts of Application)
- ☒ Declaration and Power of Attorney for the above-identified application which has been executed by the named inventor(s)
- ☒ Applicant claims small entity status
- ☒ A check in the amount of \$477.00 to cover the filing fee of \$412.00 and the \$65.00 surcharge under 37 C.F.R. § 1.16(e); and a check in the sum of \$55.00 to cover the one-month extension fee.
- ☐ English Translation and \$130.00 (37 CFR 1.17(k)) fee for filing late.
- ☒ Other: New drawing sheets (9) and Petition and Fee for Extension of Time

Any additional fee or credit may be charged to our Deposit Account No. 16-0605.

Respectfully submitted,

W. Kevin Ransom
Registration No. 45,031

Customer No. 00826
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CERTIFICATE OF MAILING

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to:

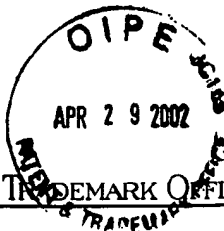
Box Missing Parts, Commissioner for Patents, Washington, DC 20231, on April 16, 2002.

Elaine Kelly

2005240-4529666v1



UNITED STATES PATENT AND TRADEMARK OFFICE

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UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/010,794	11/13/2001	Stanley Stewart Collins	43992/241147

CONFIRMATION NO. 5851

FORMALITIES LETTER



OC000000007314497

00826

ALSTON & BIRD LLP
BANK OF AMERICA PLAZA
101 SOUTH TRYON STREET, SUITE 4000
CHARLOTTE, NC 28280-4000

Date Mailed: 01/16/2002

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.
Applicant must submit \$ 740 to complete the basic filing fee for a non-small entity. If appropriate, applicant may make a written assertion of entitlement to small entity status and pay the small entity filing fee (37 CFR 1.27).
- Total additional claim fee(s) for this application is \$84.
 - \$84 for 1 independent claims over 3 .
- The oath or declaration is missing.
A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- **The balance due by applicant is \$ 954.**

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

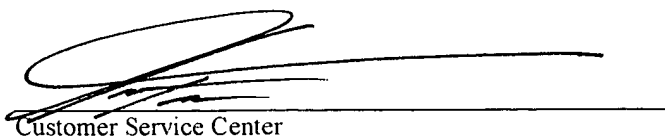
- Substitute drawings in compliance with 37 CFR 1.84 because:
 - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);
 - Drawings must be in dark ink (not pencil), except where color drawings or photograph are permitted.

05/01/2002 KZENDIE 0000055 10010794

370.00 OP
42.00 OP
65.00 OP01 FC:201
02 FC:202
03 FC:205

- Drawings must be reasonably free from erasures and must be free from alterations, overwritings, interlineations, folds, and copy marks.

A copy of this notice MUST be returned with the reply.

A handwritten signature in black ink, consisting of a large, stylized 'S' or 'Z' shape followed by a horizontal line.

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE